

		EMPLOYEE NAME: POSITION TITLE: Medical Staff Physician Assistant JOB CODE: 32115-64 RELOCATION LEVEL: 04 EXEMPT: Yes TRAVEL REQUIRED: Limited
POSITION DESCRIPTION		
PREPARED BY: Human Resources APPROVED BY: Personnel Comm. RATE ADJ: CO Committee	DATE: 10/98 DATE: 12/98 DATE: 06/01/06	DEPARTMENT: Medical Staff DIVISION: Hospital Services
REPORTS TO: Medical Staff Director/Chief of Staff		
SUPERVISES: No supervisory responsibility.		

PURPOSE OF POSITION: To provide patient and family focused medical care to area residence in accordance with NSHC's mission, philosophy, medical staff bylaws, policies, and procedures while applying standards for medical professionals in the clinical/hospital setting. This position coordinates patient assignments, monitors care and provides back up for physicians.	NOT APPLICABLE	MET STANDARD	DID NOT MEET STANDARD
MAJOR RESPONSIBILITIES: I. Core Competencies: I. A. Medical Process and Professionalism: <ul style="list-style-type: none"> Utilizes the process of assessment, diagnosis, planning, intervention, and evaluation when: assessing the patient's condition and needs; setting outcomes; implementing appropriate medical actions to meet the patient's/family's physical, emotional, spiritual, social, intellectual and safety needs; and evaluating patient's progress. Represents NSHC in a professional manner while acting as an advocate for patients/families, physicians, and other staff members. Maintains quality and efficiency standards as set by the Board of Directors and immediate supervisor and makes recommendations for improvements. Participates in activities that promote professional growth and self-development. Attends pertinent in-services, departmental and other meetings as requested by the immediate supervisor and in accordance with Medical Staff Bylaws. Adheres to all NSHC dress codes, personnel and safety policies. Upholds NSHC's vision, mission and corporate values. B. Problem Solving/Critical Thinking: <ul style="list-style-type: none"> Identifies work-related problems with possible solutions and implements solution(s), when appropriate. Maintains constant awareness of the legal aspects of patient care and demonstrates this in decisions regarding patient care within the physicians scope of practice. C. Assessments and Interventions: Demonstrates system based assessments identifying patient problems and needs with appropriate interventions to achieve desirable outcomes. D. Procedures, Therapies, and Treatments: Maintains an in-depth knowledge of medical principles, practices, standards, and techniques and applies this knowledge in accordance with NSHC policies and procedures, Medical Staff Bylaws and in compliance with State and federal laws/regulations. E. Care Management: Functions to assure medical care is accomplished effectively and efficiently in a cost effective manner, discharge planning is carried out, and the medical regime for each patient is implemented as prescribed by the physician. Delegates/assigns tasks/duties to other members of the department as appropriate. F. Documentation: Gathers data and accurately documents information in a timely manner. Maintains adequate system to document appropriately and timely into medical records.			

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<p>MAJOR RESPONSIBILITIES:</p> <p>G. Safety:</p> <ul style="list-style-type: none"> Maintains and demonstrates a thorough knowledge of departmental and corporate safety policies and procedures as they pertain to the job, including the fire and disaster plans. Maintains a safe environment for patients, guests and staff. Maintains confidentiality of information deemed confidential. <p>H. People Centered:</p> <ul style="list-style-type: none"> Establishes a presence by using People Centered Teams skills of differentiation, compassionate listening, and knowledge of the change/transition process in situation involving emotions, life/death transition, and/or conflict. Maintains harmonious and cooperative relations with fellow employees, management, patients and guests. Promotes healing by maintaining a peaceful, orderly and clean environment. Acts as a role model in maintaining a professional atmosphere. <p>I. Patient Education: Participates in facilitating patient's and family's learning throughout the hospital experience.</p> <p>J. Medication Administration: Calculates dosages and administers medications accurately.</p> <p>K. IV/Enteral Therapy: Provides safe and accurate IV and enteral therapy.</p> <p>II. Performs other related work as directed by immediate supervisor (i.e. participates in orientation of new personnel, attends meetings and court hearings when needed, and completes assigned tasks in a timely manner).</p> <p>III. Department/Area Specific: Medical Staff</p> <p>A. Customer population specific</p> <ul style="list-style-type: none"> Demonstrates ability to work with and provide appropriate service and information to the clients, general public, outside agencies, departments, employees and management. <p>1. Provides care to the following age groups: __Embryo __birth __infant (0-2yrs) __child __pre-adolescent __Adolescent __adult __geriatric __maternal/neonate</p> <p>B. Demonstrates ability to care for medical, critically ill, traumatically injured, mental health, maternal/neonate, and pediatric patient populations according to policy and procedure. Uses the medical process to assess, plan, implement, and evaluate the care of these patients.</p> <p>C. Supervisory Responsibilities:</p> <ul style="list-style-type: none"> No supervisory responsibility. <p>QUALIFICATIONS:</p> <p>Education: Graduate of an accredited Midlevel program.</p> <p>Registration/Certification: Current Alaska license as a Midlevel. In addition, must maintain a current collaborating agreement with Physician or Physicians on NSHC Medical Staff.</p> <p>Experience: Experience in the practice of medicine in remote and isolated settings is preferred.</p>				

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<p>QUALIFICATIONS:</p> <p>Skills: This position requires good organizational skills with attention to detail. Must be able to communicate effectively (oral and written). Possess ability to follow detailed written and oral instruction. Demonstrate professionalism, consideration and confidentiality towards others in stressful situations.</p> <p>Physical Requirements: Must be in good general health. Must be physically able to talk, hear, type, file, write, bend, stoop, reach and ability lift 50 pounds or more. Continuous amount of walking, sitting and/or standing is required. Some stress associated with decision making in critical care. Ability to travel in small aircraft in inclement weather.</p> <p>Personal Traits: Must be courteous, accountable, and responsible for self and actions; dependable, honest, cooperative, adaptable, versatile, mature, good listener, objective and able to remain calm under stress. Must have ability to adapt emotional responses to the needs of people of varying temperament and disability.</p> <p>Working Conditions: Well-lighted and ventilated work area. Work frequently performed in the Inpatient unit, Outpatient unit and Long Term Care unit. Work may be performed in village clinics on occasion.</p> <p>Work Hours: Normal working hours are Monday through Friday, 8am to 5pm. Participation in an on-call schedule, weekend and evening work is expected.</p> <p>Travel: Limited travel in small aircraft to Bering Strait villages may be required.</p>				